



# United States Army Medical Research Acquisition Activity USAMRAA

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## NEW USAMRAA POLICIES

Acquisition Stand Down  
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Bert Hovermale



# TYPES OF LOCAL POLICIES



- ▶ Managing the Acquisition Function
  - ◆ Other Than Full and Open Competition
  - ◆ Review and Approval
  - ◆ Legal Review
- ▶ Managing the Acquisition Process
  - ◆ Documenting Pre-Negotiation Objectives
  - ◆ Documenting the Award Decision
- ▶ Managing the Acquisition Workforce
  - ◆ Use of Credit Hours
- ▶ Other
  - ◆ Responding to Taskings
  - ◆ Consolidated Risk Management

# MANAGING THE ACQUISITION FUNCTION Other Than Full and Open Competition



- ▶ Background
  - ◆ Contracting Operations Review Finding
- ▶ Purpose
  - ◆ Establish J&A approval thresholds
  - ◆ Establish review procedures
  - ◆ Provide a sample J&A
- ▶ Status
  - ◆ USAMRAA Policy 06-05, Effective 23 Aug 06

# MANAGING THE ACQUISITION FUNCTION

## Other Than Full and Open Competition



### ► Highlights

- ◆ Use the log & format at AFARS 5153.9005
- ◆ J&As up to \$550k approved by CO\*
  - ✗ Sample review by SCA
- ◆ J&As \$500k - \$11.5 mil by SCA\*
  - ✗ Legal review required
- ◆ J&As \$11.5 mil - \$78.5 mil to HCA\*
  - ✗ Legal and SCA review required
- ◆ J&As over \$78.5 mil to Army SPE\*

\*New FAR threshold changes

# MANAGING THE ACQUISITION FUNCTION

## Review and Approval



- ▶ Background
  - ◆ Contracting Operations Review recommendation
- ▶ Purpose
  - ◆ Establish the SAAB process, responsibilities
  - ◆ Establish roles for Policy and Biz O-sight
- ▶ Status
  - ◆ Reviewing comments, to be issued o/a 1 Nov

# MANAGING THE ACQUISITION FUNCTION

## Review and Approval



### ► Highlights

- ◆ Responsibility of CS/CO to present the action
- ◆ Policy replaced by visiting CO
- ◆ SAAB results will be used by the BOB as part of a consolidated quality management program
- ◆ Policy advises on changes in regs, revises policies when needed, remains expert trainers and acquisition consultants



# MANAGING THE ACQUISITION FUNCTION

## Legal Review



- ▶ Background
  - ◆ Long awaited – a CG interest item
- ▶ Purpose
  - ◆ Establishes circumstances when legal review is required
  - ◆ Establishes process for expedited reviews and waivers
- ▶ Status
  - ◆ Reviewing comments. To be issued o/a 10 Nov

# MANAGING THE ACQUISITION FUNCTION

## Legal Review



### ► Highlights

- ◆ Not meant to be limiting – CS/CO encouraged to seek legal advice in any unfamiliar circumstances
- ◆ Risk based, not threshold triggered
- ◆ Attached spreadsheet contains circumstances where legal review required in FAR or deemed advisable to manage risk

# MANAGING THE ACQUISITION PROCESS

## Documenting Pre-Negotiation Objectives



- ▶ Background
  - ◆ Deputy Director identified need
- ▶ Purpose
  - ◆ Provide a sample Pre-Negotiation Objectives Memorandum (POM)
  - ◆ Establish criteria for POM use
- ▶ Status
  - ◆ Policy 06-04 effective 23 Aug 06

# MANAGING THE ACQUISITION PROCESS

## Documenting Pre-Negotiation Objectives



### ► Highlights

- ◆ Written to apply over \$5 mil – will be changed to \$1 mil to align with award documentation policy
- ◆ Sample POM provides detailed guidance on price reasonableness, cost realism, conducting discussions
- ◆ POM used also to set competitive range

# MANAGING THE ACQUISITION PROCESS

## Documenting the Award Decision



### ► Background

- ◆ Logical follow-on to documenting pre-negotiation objectives

### ► Purpose

- ◆ Provides sample Post-Negotiation Memorandum, Award Decision Memorandum
- ◆ Establishes conditions for use of PNM/ADM

### ► Status

- ◆ Reviewing comments, to be issued o/a 1 Nov



# MANAGING THE ACQUISITION PROCESS

## Documenting the Award Decision



### ► Highlights

- ◆ Applies to awards over \$1 mil
- ◆ MFR used under \$1 mil
- ◆ PNM used as follow-on to POM, when discussions were held
- ◆ ADM used in award without discussions

# USAMRAA LOCAL POLICIES



## ► What's next?

- ◆ Documenting Assistance Agreement Awards
- ◆ Use of Non-DoD Contracts
- ◆ Sample MFR under \$1 million
- ◆ Process Flowcharts
  - ✗ SAP will be first
- ◆ Local acquisition policies will be rolled into new USAMRMC Regulation 715-1